



**DIVISION OF HUMAN RESOURCES  
NEWSLETTER**

**FY21 4th Quarter**

***Division Director Update  
Program Updates  
Visuals & Data  
FY22 DHR Directory***

# THE NAVAJO NATION

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JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



October 19, 2021

Yá'át'ééh

On behalf of the Division of Human Resources, I am pleased to share our Fiscal Year 2021 4<sup>th</sup> Quarter Newsletter including program updates and inter-departmental collaborations.

Fiscal Year 2021 consisted of both challenge and opportunity as we saw the Navajo Nation workforce come together to embrace technology, promote a safe working environment, and offer essential governmental support services to the Navajo people. The Division of Human Resources will continue to improve customer service; update policies and procedures; and expand virtual outreach initiatives.

As we move forward into Fiscal Year 2022, take this time to reflect and renew goals and objectives. Recognizing the change in seasons, plan ahead and prepare for the Winter months and the new year. Keep safety and the well-being of family and community in mind.

In conclusion, we must continue to work together to overcome challenges as we embrace opportunities to improve the Navajo Nation. Let us continue to use our imagination and the inherent resiliency found in k'é, hózhó, and íiná. Stay safe and stay strong.

Ahxéhee'

A handwritten signature in dark ink, appearing to read "Peri Le".

Dr. Perphelia Fowler, *Division Director*  
Division of Human Resources

**Division of Human Resources - Administration**

## PROGRAM UPDATES

### Division of Human Resources Administration

- DHR Admin. developed an online survey to assess the effects of COVID-19 on division personnel in an effort to support a safe and healthy working environment. Notably, 53% “strongly agree” and 18% “agree” that it is ethical for the Navajo Nation to mandate employees to receive a COVID-19 vaccine prior to returning to the workplace.
- In collaboration with the Department of Personnel Management, DHR Admin. assisted in the development of Executive Order No. 007-2021, Mandating COVID-19 Vaccinations for Navajo Nation Employees. The Division of Human Resources has an overall vaccination rate of 97%.
- In response to a request from the 24th Navajo Nation Council’s Health, Education, and Human Services Committee, DHR Admin. conducted a Professional At-Will (PAW) Employee Survey. Results from the anonymous, online survey were presented to and reviewed by legislative oversight with intent on maintaining, modifying, or discontinuing the PAW employment status. An additional opportunity to complete the survey will be made available within Fiscal Year 2022.
- In support of the Office of Miss Navajo Nation, Division Director Dr. Fowler assisted with the virtual 69th Miss Navajo Nation Pageant as the MC for both the Contemporary & Traditional Talent & Skill Competitions and Coronation Ceremony.

### Department of Personnel Management

- In collaboration with the Office of the Controller (OOC), DPM hosted job fairs in each agency to seek applicants to implement the final phase of the CARES Act Hardship Program. A total of 207 applicants were received and a total of 60 individuals were selected to meet OOC needs.
- In addition, DPM hosted the 2021 Navajo Nation Agency Job Fairs to promote employment opportunities, provide information, and refer submitted applications to appropriate departments for assessment. A total of 190 individuals participated and a total of 57 applications were received onsite.
- Effective October 11, 2021, Ms. Tomicita R. Woodie is the new Human Resources Director for the Department of Personnel Management. Ms. Woodie’s education, work experience and knowledge will contribute to program development.



*“As a Human Resources professional we have to aspire to maintain our objective approach, strategic direction, ethical demeanor, and ensure we abide by the laws of the land. It’s never personal.”*

Tomicita R. Woodie, Human Resources Director

### Office of Background Investigations

- OBI continues to conduct background investigations and adjudication services for individuals with positions and appointments under schools, enterprises, boards, NGO’s and 3-year renewals.
- OBI conducted an internal Strategic Session focusing on fiscal management, Plan of Operation, and Fund Management Plan.
- Updates include participation in the 2021 Navajo Nation Agency Job Fairs, ongoing Notary Public Services, and newly hired Background Technician, Lucy A. James.

### Office of Navajo Labor Relations

- ONLR continues to conduct virtual presentations regarding the Navajo Preference in Employment Act (NPEA); construction site visits to monitor compliance; and clientele assistance to those who file employment charges against their employers.
- To illustrate, ONLR conducted an NPEA presentation to NTUA contractors and subcontractors regarding hiring and employment responsibilities. Additional orientations were provided at pre-construction meetings with NHA management and their contractors/subcontractors.



### Staff Development & Training Department

- Per Executive Order No. 004-2016, SDTD provided virtual, mandated Sexual Harassment Awareness Training to 735 Navajo Nation Employees in FY 21 4th Quarter.
- In collaboration with Navajo Tourism Department and Navajo Parks & Recreation, SDTD hosted a virtual info session for “World Tourism Day”. The intent of the webinar was to promote and market Navajo Nation as a world-wide destination and showcase the majestic attractions.
- Notably, all SDTD personnel have continued to engage with professional development by attending several trainings such as OSHA 10-General Industry, CPR/AED, Fire Safety, & Active Shooter.

### Navajo Department of Workforce Development

- NDWD conducted a Strategic Goal Setting Work Session featuring guest speakers and input from personnel within each section of the department.
- Department Manager III, Roberta Roberts, participated in a meeting with Ms. Coral Evans, Staff Assistant, and Luther Lee, Tribal Liaison, with Senator Mark Kelly’s office regarding program services, grant funding, and statistics.
- Updates include participation in the 2021 Navajo Nation Agency Job Fairs, Program Guidance Instructions (PGI) revisions, and year-end program reporting to the Department of Labor.

### Department of Retirement Services

- As of September 30, 2021, the Enhanced Retirement Program (ERP) is now complete. A total of 633 Navajo Nation Employees were eligible and 278 participating in the program.



- The Division of Human Resources extends congratulatory remarks to Navajo Nation Employees who participated in the Enhanced Retirement Program. Appreciation and gratitude are extended to DRS and fellow programs for assisting with this milestone and accomplishment in life.

- The Navajo Nation 401(k) Savings Plan has migrated to Principal Financial Group. All 401(k) participants are encouraged to create an account with Principal to access and update their information at [www.principal.com](http://www.principal.com).

### Navajo Nation TV & Film

- NNTVF continues to produce COVID-19 related PSA’s and additional media related services in a safe and efficient manner.
- Updates include the finalization of a Tower Safety & Rescue Plan, NNTV5 expansion discussions, and production of the 69th Miss Navajo Nation Pageant live-streamed on YouTube and Facebook.

### Navajo Occupational Safety & Health Admin.

- Navajo OSHA continues to conduct walk-throughs, consultations, and safety & health initiatives in response to COVID-19 and other hazards.
- Program Supervisor, Walter B. Hudson, retires after 37 years with the Navajo Nation. Mr. Hudson is recognized for his contribution to the creation and elevation of workplace safety and prosperity for the Navajo Nation.

### Navajo Office of Vital Records & ID

- NOVRI continues to process Enrollment and Document Requests by mail and fax, with limited in-person services.
- For questions regarding Phase II of the CARES Act Hardship Assistance Program, you may call (888) 291-9748 or refer to the Office of the Controller’s website [here](#).

### Department of Child Support Services

- With support from the Office of the President & Vice President and 24th Navajo Nation Council, DCSS developed and implemented a Proclamation for August 2021 as “Child Support Awareness Month”; to encourage parents in supporting their children and to plan for future generations.
- Additionally, DCSS is collaborating with the Arizona Department of Economic Security on the AZ New System Replacement Project and other inter-governmental agreements to expand services.

### Navajo Nation Band

- Effective May 24, 2021, the Office of the President and Vice President assumed administrative oversight of the Navajo Nation Band. All inquiries may be addressed to Ms. Tamara Johnson, OPVP Staff Assistant, at (928) 871-7000.



## VISUALS



**Left** September 16, 2021 (Shiprock, NM) - Hosted by the Department of Personnel Management, the 2021 Navajo Nation Agency Job Fairs promoted employment opportunities in partnership with fellow departments and chapters in LeChee, Shiprock (above), Round Rock, and Coyote Canyon. **Right** September 21, 2021 (Round Rock, AZ) Lavine Leonard with the Office of Background Investigations (OBI) provides an overview of services to community members.



September 28, 2021 (Window Rock, AZ) - Onsite at the Navajo Nation Museum, Navajo Department of Workforce Development (NDWD) provided equipment for applicants to complete an online application for services with same-day assessments conducted by local staff.





September 28, 2021 (Window Rock, AZ) - Hosted by Staff Development & Training Department (SDTD), Navajo Occupational Safety & Health Administration celebrated the retirement of Program Supervisor Walter B. Hudson after 37 years with the Navajo Nation. Mr. Hudson is one of 15 DHR employees to participate in the Enhanced Retirement Program.



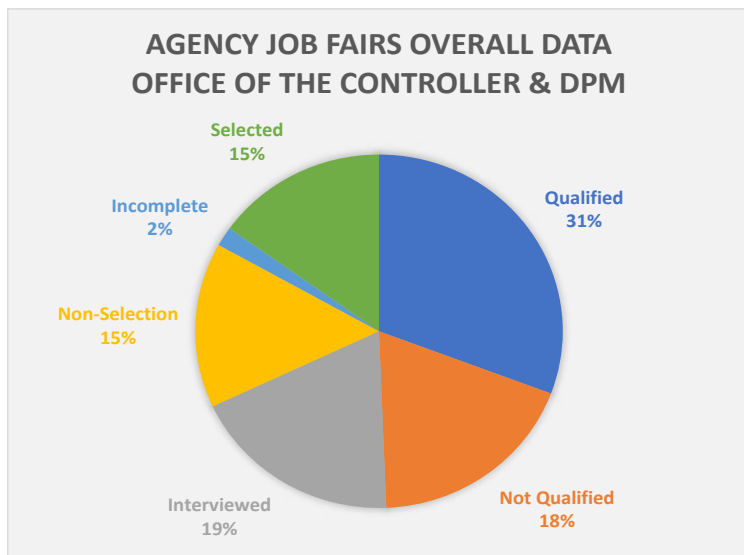
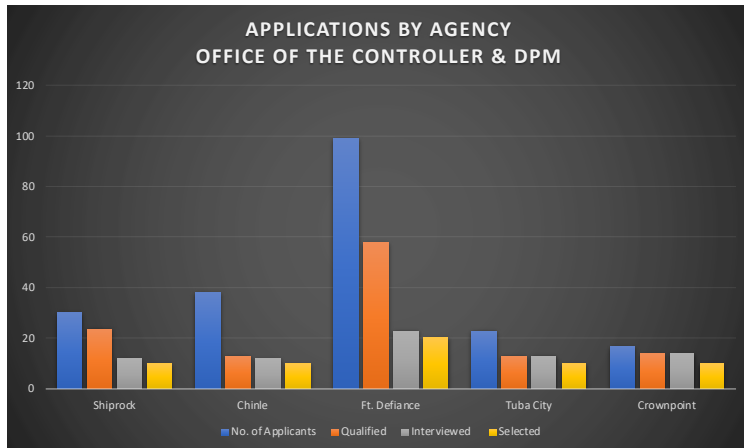
September 10, 2021 (Window Rock, AZ) - During the 69th Miss Navajo Nation Pageant - Contemporary & Traditional Talent & Skill Competitions, Division Director of Human Resources Dr. Fowler, Miss Navajo Nation 2019-2021 Shaandiin Parrish, Second Lady Dottie Lizer, judges, and contestants pose for a group photo onstage at the Navajo Nation Museum Auditorium.



## 4TH QTR DATA

### Department of Personnel Management

DPM hosted Agency Job Fairs to assist the Office of the Controller (OOC) with personnel needs to support and implement Phase II of the CARES Act Hardship Program. Job fairs were hosted by local chapters including Shiprock, Chinle, St. Michaels, Tuba City, and Crownpoint.



The 2021 Navajo Nation Agency Job Fairs were hosted at the following chapters: LeChee, Shiprock, Round Rock, Coyote Canyon; and the Navajo Nation Museum.



The following departments were onsite to provide program-related services and information:

*Office of Background Investigations, Navajo Department of Workforce Development, Navajo Head Start, Navajo Police Department, Emergency Medical Services, Community Health Representative Program, Division of Behavioral & Mental Health Services, and Division of Community Development*

### Staff Development & Training Department

Virtual Trainings	Attendees
Sexual Harassment Awareness	735
N.N.E.M.S.O.	228
NTU Info session	36
World Tourism Day	27

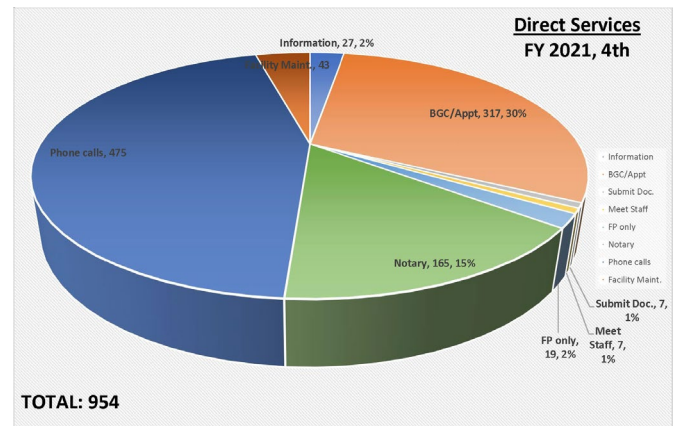
### Office of Navajo Labor Relations

Job Site Visits	90
NPEA Presentation views	287

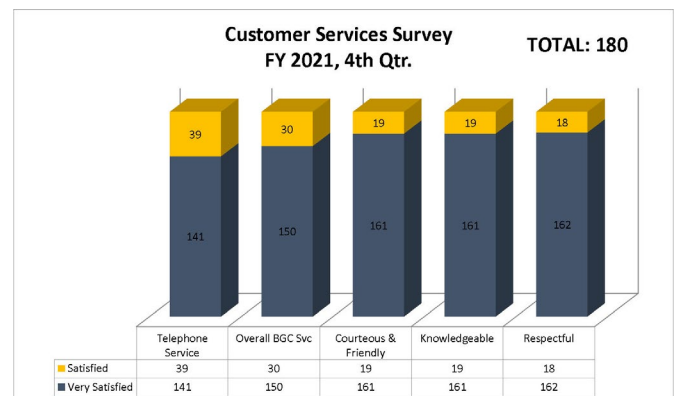
### Navajo Department of Workforce Development

WFC Computer Services	487
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### Office of Background Investigations



OBI provided services to 317 individuals for background checks and adjudication for FY21 4th Quarter.



OBI continues to provide exceptional customer service to meet the needs of the Navajo Nation government, enterprises, and school boards.

# NAVAJO DIVISION OF HUMAN RESOURCES

## Division Directory

Updated: October 11, 2021

PHYSICAL LOCATION: Navajo Nation Building #2689 Window Rock Boulevard



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### HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE [HEHSC] of the 24<sup>th</sup> Navajo Nation Council

\*Daniel Tso, *Chairman* \* Carl R. Slater, *Vice Chairman* \*Paul Begay \*Pernell Halona \*Charlaine Tso \*Edison J. Wauneka  
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